

STATEWIDE  
NATIONAL GUARD OF ARIZONA  
HUMAN RESOURCE OFFICE  
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495  
PHONE (602) 629-4800; DSN 853-4800  
WEBSITE: <http://dema.az.gov/>

TITLE 32 EXCEPTED  
TECHNICIAN VACANCY ANNOUNCEMENT

**NATIONAL GUARD MEMBERSHIP IS REQUIRED:** This is an excepted service position that requires membership in a compatible military assignment in the National Guard. Selectee will be **required to wear the military uniform.**

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**ANNOUNCEMENT NUMBER: 18-366T      OPENING DATE: 25-Jul-18    CLOSING DATE: 13-Aug-18**

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**POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:**

IT Specialist (CUSTSPT), GS-2210-7/9/11, E-1/AB - E-5/SSgt, MPCN: 3400771903

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**APPOINTMENT FACTORS:** OFFICER ☐      WARRANT OFFICER ☐      ENLISTED ☒

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**KNOWN PROMOTION POTENTIAL: NONE**

**SALARY RANGE:**

\$42,699.00-\$82,152.00 PA

**SUPERVISORY** ☐    **MANAGERIAL** ☐

**NON-SUPERVISORY/NON-MANAGERIAL** ☒

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**LOCATION OF POSITION:**

161st Air Refueling Wing, Phoenix, Arizona

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**APPLICATIONS MUST BE MAILED OR HAND CARRIED TO:** Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must be received by close of business (1530 MST) on the closing date shown above or if mailed postmarked no later than the closing date. The Human Resources Office will not accept applications that are mailed at government expense, exceptions to hard-copy delivery may be considered on case-by-case basis. Please contact 602-629-4826/4834 for consideration. Faxed applications will not be accepted.

**AREA OF CONSIDERATION:**

This position is in the Federal/Excepted Civil Service and is **open to current members in the Arizona Air National Guard.** Individual selected will receive an **Indefinite Appointment** and may be converted to permanent based on availability of funds or position no longer being encumbered. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will require a military medical records screening if applicable, to be completed prior to appointment, and/or may be required to take a pre-employment medical screening examination dependent on the position type and military medical records screening results.

**INSTRUCTIONS FOR APPLYING:** Individuals applying for vacancies with the Arizona National Guard may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Application documents must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary.

Applicants **MUST** submit a completed AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement) or a separate document explaining how they meet each Knowledge, Skill and Ability listed below and a Resume or the Optional Form 612. Applicant **MUST** submit complete RIP and/or other documentation to verify possession of AFSC.

**EVALUATION PROCESS:** Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending

dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

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**CONDITION OF EMPLOYMENT:** Prior to appointment into this position, selectee must be a current member of the Arizona Air National Guard, (161st ARW) and be able to qualify for the following AFSC: 3D1X1

- Federal employment suitability as determined by a background investigator.
- May be required to successfully complete a probationary period.
- Participation in the Direct Deposit/Electronic Funds Transfer Program.
- Military Uniform must be worn.
- Applicants must maintain membership and employment in the National Guard in the military grade listed in this announcement.

**EQUAL OPPORTUNITY:** The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or nonmembership in an employee organization or any other non-merit factor.

<b>Relocation Incentive may be offered:</b>	<b>YES</b> <input type="checkbox"/>	<b>NO</b> <input checked="" type="checkbox"/>
<b>PCS may be offered:</b>	<b>YES</b> <input type="checkbox"/>	<b>NO</b> <input checked="" type="checkbox"/>

**NOTES:**

NOTE: This position is subject to rotating shifts, night shifts, and weekends/holidays.

NOTE: Possess an active Top Secret clearance or attain a Top Secret clearance within a year of hire date.

NOTE: Possess Security Plus certification and submit a copy or attain a Security Plus certificate within a year of hire date.

NOTE: Submit RIP, DD 214, and/or other documentation if you currently hold the 3D1X1 AFSC.

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**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:**

**Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.**

1. Ability to manage the assigned IT/communications environment with privileged access at the network level for the Wing, Geographically Separated Units (GSU), and Tenants. Plans, coordinates, installs, and continuously analyzes system design, hardware and software.
2. Ability to develop, recommend, and install solutions and upgrades to ensure availability, integrity, efficiency, and reliability of all components of the assigned system.
3. Ability to provide Information Assurance systems support for all disciplines, ensuring the rigorous application of information security/information assurance policies, principles, and practices in the delivery of network services. Performs system audits to assess security parameters and performance of IA controls within the network environment.
4. Ability to analyze, manage, and direct installation of any new hardware or software introduced into the environment to ensure its compatibility with existing architecture, its reliability, and functionality in relation to the organization's business requirements.
5. Ability to provide customer technical assistance and support for all users.
6. Ability to communicate effectively both written and orally.

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**SPECIALIZED EXPERIENCE:**

GS-7: Must have at least 12 months experience, education, or training in translating detailed logical steps developed by others into language codes that computers accept where this required understanding of procedures and limitations appropriate to use of a programming language. Experience interviewing subject-matter personnel to get facts regarding work processes, and synthesizing the resulting data into charts showing information flow.

GS-9: Must have at least 24 months experience, education, or training in analysis of the interrelationship of pertinent components of the system. Experience planning the sequence of actions necessary to accomplish the assignment. Experience scheduling the sequence of programs to be processed by computers where alternatives had to be weighed with a view to production efficiency.

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GS-11: Must have at least 36 months experience, education, or training that approaches techniques and requirements appropriate to an assigned computer applications area or computer specialty area in an organization. Experience planning the sequence of actions necessary to accomplish the assignment where this entailed coordination with others outside the organizational unit and development of project controls. Experience that required adaptations of guidelines or precedents to meet the needs of the assignment. Experience preparing documentation on cost/benefit studies where is involved summarizing the material and organizing it in a logical fashion.

**BRIEF JOB DESCRIPTION:** This position is located at the 161st Air Refueling Wing, Phoenix, Arizona. This position is responsible for providing voice, data, wireless, Communications Focal Point (CFP) and information security services provided to the Wing, supported Geographically Separated Units, and Tenants. The incumbent specializes in one or more of the major information technology (IT) and/or communications systems/functions managed and maintained by the Unit - network infrastructure, wireless systems, voice systems, and CFP operations. The purpose of this position is to serve as a customer support specialist performing work involving analytical and evaluative duties related to classified and unclassified information technology networks and/or cyber system with primary knowledge requirements of information processing methodology, information technology, telecommunications systems, computer capabilities, processing techniques, IT trouble ticket management, and data communications.

**SELECTING OFFICIAL:** Lt Col Michael Mansfield

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